

Sample City CITY
2014 COMPLIANCE GUIDE SUPPLEMENT

Purpose: To document new or revised compliance items to be tested and/or document testing.

Source: Workpapers as referenced.

Scope: Compliance items tested each year are based on risk assessment.

Conclusion: Compliance selections and/or testing is documented per Compliance Guide and workpapers.

	FY14	FY15
Incharge		
Manager		
Independent Reviewer		

Sample City CITY 2014 COMPLIANCE GUIDE SUPPLEMENT

In addition to the updated City Compliance Guide, we have made available this 2014 City Compliance Guide Supplement which details all changes made to the prior year City Compliance Guide. This Supplement may be used to update the prior year Compliance Guide in lieu of completing a new guide each year.

[illegible]

TAX INCREMENT FINANCING:

3. **(14)** Obtain a copy of the Urban Renewal Area TIF Indebtedness/Increment Tax Reconciliation prepared by the County Auditor.
 - a. Review the Reconciliation to identify and document the City's certified TIF obligations.
 - b. Scan the Reconciliation for unusual or unallowable obligations (i.e. debt certified more than once, projected costs, etc.).
4. **(14)** Determine the following regarding the Tax Increment Debt Certificate due December 1 of the fiscal year under audit:
 - a. **(14)** The amounts certified on Form 1 and Form 1.1, or equivalent documents, for TIF debt not previously certified are supported and represent loans, advances or other qualified indebtedness or bonds which qualify for payment from the TIF revenues for each urban renewal area in the City as required by Chapter 403.19(6)(a) of the Code of Iowa and the Certificate was filed by December 1. **For annual appropriated debt, the amount certified should be limited to the amount appropriated to be paid in the next fiscal year.**

NOTE: In general, qualified TIF indebtedness must (1) be for a program in the urban renewal area, (2) be for an activity covered by the allowable list in Chapters 403.6(6) and 403.12(1) of the Code of Iowa, (3) be for a project covered by the plan and (4) further the goals of the plan.

			FY14				FY15			
	Cate- gory		Non-compl iance Noted/FY	Sele- cted	Done By	WP Ref	Remarks	Sele- cted	Done By	WP Ref
DISBURSEMENTS/EXPENDTIURES:										
4.	(14)	For capital projects and other construction contracts (for bid/quote thresholds applicable prior to 1-1-14 refer to the 2013 Compliance Guide):								
f.	(14)	Determine construction contracts do not contain clauses which would make the in-state construction contracts subject to the laws of another state or which require litigation, mediation, arbitration or other dispute resolution proceedings be conducted in another state in accordance with Chapter 537A.6 of the Code of Iowa.	3							
8.	(14)	Reinvestment Project Fund – Determine funds were disbursed in accordance with the proposed project plans and Chapter 15J.7 of the Code of Iowa.	2							
9.	(14)	Joint County-City Building – Determine funds were disbursed for the payment of annual rent and were in accordance with Chapter 346.27(22) of the Code of Iowa.	2							